

# Jilin Province Chuncheng Heating Company Limited\*

## 吉林省春城熱力股份有限公司

(A joint stock limited liability company incorporated in the People's Republic of China)

(the "Company")

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### Procedures for Shareholders to Propose a Person for Election as a Director at a General Meeting of the Company and to Remove a Director

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#### 1. Procedures for Shareholders to Propose a Person for Election as a Director at General Meeting of the Company

The following procedures are subject to the articles of association (the "Articles") of the Company, the Company Law of the People's Republic of China (the "PRC"), the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Listing Rules") and other applicable laws and regulations.

Pursuant to the Articles, directors of the Company (the "Directors") shall be elected by the shareholders of the Company (the "Shareholders") at a general meeting of the Company by ordinary resolutions.

To propose any candidate for election as a Director at an annual general meeting of the Company ("AGM"), Shareholders holding not less than 3% of the issued share capital of the Company with voting rights at a general meeting of the Company should submit their proposals in writing to the board of Directors (the "Board") no later than 7 days before the AGM. The Board shall inform other Shareholders of the proposals within two days after its receipt of such proposals and include the relevant matters in the agenda of the AGM.

To convene an extraordinary general meeting of the Company ("EGM") and propose any candidate for election as Director at the EGM, one or more Shareholders in aggregate holding not less than 10% of the issued share capital of the Company with voting rights at a general meeting of the Company, may by written requisition to require an EGM to be convened by the Board. Provided that the contents of the requisitions are proper and in order, the Board shall hold an EGM within two months after the Board receives such requisition. The Shareholders who required the EGM may request the board of supervisors to convene the EGM or class shareholders' meeting. If the board of supervisors does not issue a notice for the EGM within 30 days after receipt of the above written requisition, the Shareholders who required the EGM may convene the EGM within four months after receipt of such written requisition by the Board following the similar procedures of general meetings convened by the Board. All reasonable expenses incurred for such meeting convened by the shareholders as a result of the failure of the Board and board of supervisors to convene a meeting as required by the above request(s) shall be borne by the Company and be set off against sums owed by the Company to the defaulting directors or supervisors.

\* For identification purpose only

In addition, to propose any candidate for election as Director at any general meeting, the minimum period, during which notice to the Company of the intention to propose such candidate for election as a Director and during which notice to the Company by such candidate of his willingness to be elected may be given, will be 7 days. The period for lodgment of such notices will commence no earlier than the day after the despatch by the Company of the notice of the general meeting appointed for such election and end no later than 7 days prior to the date of such meeting.

In order to enable Shareholders to make an informed decision on their election as Directors, the written notice to propose a person for election as a Director shall state:

- (1) the full name of the proposed candidate;
- (2) his/her biographical details as required under Rule 13.51(2) of the Listing Rules;
- (3) personal information such as education background, working experience and concurrent post;
- (4) any affiliation with the Company, its controlling shareholder or its actual controller;
- (5) any share equity of the Company held by the proposed candidate;
- (6) any punishment announced by the China Securities Regulatory Commission, securities exchanges and other relevant government authorities, or any discipline enforced by stock exchanges;
- (7) and a notice signed by the proposed candidate indicating his/her willingness to be elected and written consent to the publication of his/her personal information.

Provided that the contents of the proposals are appropriate and in order, the Company will put them on the agenda of the AGM or the EGM (as the case may be) for Shareholders' resolution. Each candidate for directorship shall be put forward in a single proposal, with the exception of the adoption of cumulative voting system.

Shareholders may send their proposals and requisitions by addressing them to Mr. Wan Tso, the secretary of the Company by mail at No. 28, Block B, Nanhu Road Community, No. 998 Nanhu Road, Nangan District, Changchun City, Jilin Province, PRC or by email at cxgc-wt@crljt.com. The secretary will forward such proposal and requisitions to the Board and the Supervisory Committee, as appropriate.

## **2. Procedures for Shareholders to Remove a Director**

Shareholders may, subject to the Articles of the Company, remove any of the elected directors before the expiration of the term of his office by ordinary resolutions.

## **3. Language**

If there is any inconsistency between the English and Chinese versions of these terms of reference, the Chinese version shall prevail.